

MANSFIELD TOWNSHIP COMMITTEE MEETING

November 9, 2016

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mr. Hayes made a motion to approve the minutes with the requested corrections from the regular meeting held on October 26, 2016, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Nays: None

Absent: None

Abstain: None

Mr. Watters made a motion to approve the minutes of the Executive Session that was held on October 26, 2016 part 1, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Nays: None

Absent: None

Abstain: None

Mr. Watters made a motion to approve the minutes from the Executive Session that was held on October 26, 2016 part 2, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Nays: None

Absent: None

Abstain: None

BILL LIST:

Mr. Watters asked about the computers that were billed to general administration and code enforcement.

Ms. Hrebenak stated that the bill was for two computers one in the clerk's office and one in the tax collector's office.

Mr. Watters asked about the storage and towing fees that were paid for a Honda Civic.

Deputy Mayor Clancy stated that he would speak with Chief Reilly about this bill.

Mr. Watters asked about the bill for Opdykes for the diagnosis for truck #8 with the exhaust brake and the wiring

harness.

Ms. Hrebenak stated that the wiring harness could possibly be top end around \$12,000 and it is best not to replace it prior to the winter to get further damage.

Mr. Watters made a motion to approve the bill list and addendum, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Nays: None

Absent: None

Abstain: None

CLERKS REPORT:

Ms. Hrebenak stated that she had nothing to report.

FINANCE REPORT:

Mr. Daniels stated that the finance office will be changing over to Edmunds at the end of November.

EMPLOYEES REPORTS:

Mrs. Fascenelli stated that a total of 7,870 or 3.94 tons of confidential documents were shredded at the shredding event.

Mrs. Fascenelli stated that the County collected 1113 tires at the Tire amnesty program that they hosted.

Mrs. Fascenelli stated that she spoke to the Representative from Donnelly engineering stated that the lighting in the offices are fluorescents and would be switched out to LED. Mrs. Fascenelli will set up for the committee to meet with the representative

ENGINEERS REPORT:

Dawson Bloom stated that we are waiting to hear from the Engineer for Airport Road Estates.

RESOLUTION:

2016-94
STATEWIDE INSURANCE FUND
RESOLUTION APPOINTING FUND COMMISSIONER

WHEREAS, Township of Mansfield (hereinafter "Local Unit") is a member of the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Fund's Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Mansfield that Dena Hrebenak is hereby

appointed as the Fund Commissioner for the Local Unit for the year 2017; and

BE IT FURTHER RESOLVED that Michael Reilly is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2017; and

BE IT FURTHER RESOLVED that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

Mr. Misertino made a motion to approve the passage of Resolution 2016-94, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy
Nays: None
Absent: None
Abstain: None

2016-95

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, Township of Mansfield (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the "Fund" has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of "Local Unit", in the County of Warren and State of New Jersey, as follows:

1. Township of Mansfield hereby appoints Skylands Risk Management Solutions its local Risk Management Consultant.

1. The Mayor (*authorized representative of the public entity*) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2017 in the form attached hereto.

Mr. Watters made a motion to approve the passage of Resolution 2016-95, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy
Nays: None
Absent: None
Abstain: None

RESOLUTION 2016-96

APPOINTMENTS TO CERTAIN MUNICIPAL OFFICES AND POSITIONS FOR THE YEAR 2017:

BE IT RESOLVED, that the following persons be and each is hereby appointed commencing January 1, 2017 to the following respective municipal offices and/or positions of the Township of Mansfield:

Police Officer Almin Hodzic

Mr. Watters made a motion to approve the passage of Resolution 2016-96, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy
Nays: None
Absent: None
Abstain: None

RESOLUTION NO. 2016-97

Township of Mansfield (Warren County) State of New Jersey

RESOLUTION TO AWARD A CONTRACT FOR SERVICES PROVIDED BY FIRE & SAFETY SERVICES LTD. FOR THE REFURBISHMENT OF A FIRE TRUCK

WHEREAS, there exists a need for the refurbishment of a fire truck (Tanker 28-71) for Mansfield Twp. Fire Co. #1; and

WHEREAS, funding was made available by the Committee of the Township of Mansfield by adoption of Ordinance 2016-11 which provided appropriations for the refurbishment of a fire truck; and

WHEREAS, the Local Public Contracts Law (N.J.S.A 40A:11-1 et seq.) in effect provides that Contracts for Services of an Extraordinary Unspecifiable Service may be negotiated by the governing body of a municipality without public advertising and bidding, but requires a brief notice of the fact and details of each such contract to be publicly advertised and that the contract and authorizing resolution be filed in the Municipal Clerk's Office.

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Mansfield, County of Warren and State of New Jersey, as follows:

That **FIRE AND SAFETY SERVICES, LTD.**, having a mailing address of 200 Ryan Street, South Plainfield, New Jersey 07080, be and is hereby authorized to perform such duties and services as to the refurbishment of said fire truck; and the Committee is hereby authorized and directed to execute an agreement with said **FIRE AND SAFETY SERVICES LTD.**, for the described services and for such consideration and charges as are just and proper in accordance with fees as set forth in the copy of the Proposal dated October 19, 2016 in the sum of \$76,625.00 attached hereto;

BE IT FURTHER RESOLVED, that this contract is awarded without competitive bidding as exceptions in the Local Public Contracts Law, either because said party contracted with is authorized by law to practices a recognized profession in the State of New Jersey or the services to be performed are extraordinary unspecifiable services which cannot be bid competitively because it is impossible to prepare specifications for same in accordance with the above mentioned statutes. The contract is being awarded pursuant to a fair and open process.

BE IT FURTHER RESOLVED, that a copy of said notice as required by N.J.S.A 40A:11-5 shall be published in the Township's official newspaper within ten (10) days after passage of this Resolution.

Mr. Clancy made a motion to approve the passage of Resolution 2016-97, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Nays: None

Absent: None

Abstain: None

RESOLUTION # 2016- 98
FOR TRANSFER OF FUNDS
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, there are insufficient funds in some of the 2016 budget line items; and

WHEREAS, N.J.S.A. 40A:4-58 permits the transfer of funds from accounts with a surplus to cover such demands,

NOW, THEREFORE BE IT RESOLVED, (not less than two-thirds of all members thereof affirmatively concurring) that the Chief Financial Officer of Mansfield Township, County of Warren, State of New Jersey, is hereby authorized to make the following transfers in accordance with the provision of this resolution:

CURRENT FUND		
<u>Account:</u>	<u>From:</u>	<u>To:</u>
Office of Emergency Management O/E	\$ 1,000.00	
Unemployment Insurance O/E		\$ 1,000.00
TOTALS	\$ 1,000.00	\$ 1,000.00

Mr. Watters made a motion to approve the passage of Resolution 2016-98, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Nays: None

Absent: None

Abstain: None

PUBLIC PORTION:

Mr. Profroch asked what the status was of the salt shed.

Mr. Bloom explained that he and Mr. Finelli had met with Committeeman Hayes and they discussed the repairs to the Salt shed. The possibilities that were discussed were caulking the block and installing the ballards on the interior and also to install 3/4 plywood on the interior.

Mr. Profroch stated that the Township keeps getting involved in projects and they seem to take too much time and there is not a completion.

Carol Thompson congratulated Mr. Misertino for winning the Election and told him that he is an asset to the Township.

Mrs. Thompson went through her issues with her neighbor's business and why the township is allowing this business to continue as an illegal operation.

Mr. Lavery stated that he had instructed the Zoning Officer to issue a violation.

Mr. Misertino made a motion to enter into Executive Session at 8:07 pm to discuss a matter of a potential contractual

matter, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Nays: None

Absent: None

Abstain: None

Return to regular session at 8:47 pm.

Roll Call: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Mr. Watters made a motion for the clerk to obtain quotes to have 20 yards of asphalt hauled and installed around the Salt shed, which was seconded by Mr. Hayes.

Mr. Misertino made a motion for a special meeting to be held on November 15, 2016 at 6pm, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Nays: None

Absent: None

Abstain: None

COMMITTEE PERSON COMMENTS:

Deputy Mayor Clancy congratulated Mr. Misertino on securing the Committee position and Mrs. Dillon for being elected to the Committee.

Mr. Misertino stated that he and Mayor Kocher have spoken about the recognition awards that she would like to present at the next meeting to the girl and boy scouts for the work that they did at the park. Mr. Misertino stated that he would be compiling the names and that the boy scouts would not be available for the next meeting but he would look into if they are available for the first meeting in December.

Mr. Misertino stated that he would like to revise his motion from the last meeting to terminate the farm contract and to allocate the money from the farm is allocated into a separate escrow type account to be applied back to the park for this year and last year.

Ms. Hrebenak stated that we would need to make sure that we could do that for this year's money.

Mrs. Fascenelli stated that she checked with Mr. Ferry and he advised that we would be able to allocate this year's money into an escrow type account.

Mr. Misertino made a motion to cancel the letter to the farmer for the park to terminate the contract, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Nays: None

Absent: None

Abstain: None

Mr. Misertino thanked Mr. Clancy for completing two terms on the Township Committee and that it was a privilege and an honor to have served with him on Committee.

Mr. Watters asked if there was any news on the generator, snowplow applications, architect for the municipal roof project, minutes were done on single side could this be put back on double sided paper, was the letter sent to the County Tax board, and have the auctions been prepared for the police car.

Mr. Watters stated that he would like to move forward with the solar project for the municipal building.

Ms. Hrebenak stated that she needs the Township Committee to discuss where they would like them located.

Mr. Misertino stated that he had Mr. Daniel look into placing solar over the parking lot that we are looking to have installed above the present parking lot.

Mr. Watters stated that he would like to place them on the hill by the police department.

Mr. Watters made a motion to approve the shared service agreement for the Court being sent to the other towns, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Hayes, Deputy Mayor Clancy

Nays: None

Absent: None

Abstain: None

Mr. Hayes and Mr. Watters will be attending the meeting in Washington Township to discuss a possible shared service for CPWM.

Mr. Misertino made a motion to adjourn 9:03pm.